TENNESSEE BOARD OF REGENTS

GOODS AND/OR SERVICES CONTRACT MONITORING PLAN

Contract Monitor: (Monitor is responsible for	r this plan and initiating a	mendments and/or	renewals to contract.)
CONTRACTOR/VENDO	OR:		
CONTRACT NUMBER	:		
CONTRACT TERM:			
DESCRIPTION OF CO	NTRACT:		
SPEND: Does actual spe If No, describe any correct	etive actions, i.e., Amenda		ility? Yes / No
GOODS REPORTING - Description	DELIVERABLES Date Received	Issues	Resolution
•			
			_

SERVICES REPORTING - ACTION SUMMARY (backup documentation attached):

Indicate activities with Contractor/Grantee (minimum of annually). Document and date any activities, accomplishments, and barriers to program management. If activities performed are outside of Scope of Services, note how applicable.

Action Plan	Deadline	Outcome
	Action Plan	Action Plan Deadline

CONTRACTOR FEEDBACK

Indicate issues and/or opportunities presented by the Contractor.

Challenges / Opportunities	Action Plan	Deadline	Outcome

I/we,knowledge, the above is an accurate account of the g contract. (Additional signature lines can be added be	
Signature of Monitor	Date
Additional Signature	Date
Meeting Date(s):	